D-SAACP SARC Teleconferences

January 2013

Agenda

- D-SAACP Program Overview
- Application Process
- Common Errors
- Application Deadlines
- SARC Tools
- Questions and Answers

Program Overview

- **History**
  - FY2012 NDAA requires DoD establish a training and certification program for SARCs and SAPR VAs
  - DoD SAPRO contracted with the National Organization for Victim Assistance (NOVA) to screen, approve and certify D-SAACP Applicants

- **Purpose**
  - Standardize sexual assault response to victims and professionalize military victim advocacy
  - Recognize SARCs and SAPR VAs' specialized training, dedicated service and commitment to upholding the highest standards for victim care and privacy

- **Timeline**
  - All military and DoD civilian SARCs and SAPR VAs must be

Application Process

- **D-SAACP Application**
  - Apply for D-SAACP Certification by completing DD Form 2950 (http://www.dtic.mil/dtic/)
  - Application instructions available at DoD SAPRO website (www.sapr.mil)

- **Receipt Confirmation**
  - Applicants receive D-SAACP email confirmation within 1 business day of receipt of application

- **Initial Application Review**
  - NOVA will contact applicants submitting incomplete and/or incorrect applications for additional information
  - Incomplete applicants receive two contacts; applicants who do not respond are forwarded to their Service SAPR Program Manager

Common Applicant Errors

- **Application Ownership**
  - Each applicant must complete their own application
  - Applicant must hand-sign or electronic-sign in each of required areas
  - Applicant must include their own email and phone (even if only available phone is a DSN #)

- **Applicant Terminology**
  - National Guard applicants must check “NGB” under Affiliation
  - Alternate SARCs should apply as SARCs
  - DoD only recognizes SARCs and SAPR VAs (Service-specific terms such as “SHARP Specialist” will not be recognized on D-SAACP Application)

- **Application Submittal**
  - Applicants should NOT submit background checks or any

Applicant Vetting

- **Training**
  - Training Certificates must reflect a 40-hour, NACP-approved training
  - Continuing education will not count for the initial 40-hour training

- **Letters of Recommendation**
  - SARCs must interview SAPR VAs and document interview date on SARC recommendation (p.9)
  - Supervisors and Senior Commanders must speak with Applicants regarding job duties and ensure requisite background check has been completed prior to applicant submission (p.10)

- **Level II-IV Applicants**
  - Memoranda of Confirmation must reflect the total hours of sexual assault victim advocacy experience required for the D-SAACP Level

Letters of Recommendation

- **All Applications Require Two Letters of Recommendation**
  - Exception for *SARCs only*: If first person in chain of command AND Senior Commander are the same person (note exception on p.2 of application)
  - All letters must be signed (hand or digital signature)

- **SARC Requirement**
  - Two letters required; both on p.10 of DD 2950
  - Letter 1—First person in their chain of command (E-7 or higher, 0-3 or higher, or GS-9 or higher)
  - Letter 2--Senior Commanding Officer (0-6 or above or GS-15 or above)

- **SAPR VA Requirement**
  - Letter 1--SARC Letter of Recommendation (p.9).

Applicant Review & Notification

- **D-SAACP FY13 Quarterly Deadlines:**

Application Deadlines	Review Meetings	Applicant Notifications
31 October 2012	14-16 November 2012	December: Notifications Mailed
31 January 2013	26-28 February 2013	March: Notifications Mailed
30 April 2013	21-23 May 2013	June: Notifications Mailed
31 July 2013	4-6 September 2013	October: Notifications Mailed

- Applicants receive email notification within two weeks of D-SAACP Review Committee meeting with status update (approval, disproval, request for more information)

- D-SAACP Certificate, Wallet-Size ID Card and Confirmation letter will follow by mail

SARC Tools

- D-SAACP Instruction Sheet (www.sapr.mil)
- NOVA's D-SAACP Decision Tree (www.trynova.org)
- D-SAACP Commander's Guide (*forthcoming*)
- Whiteboard Animation Video (*forthcoming*)
- SAAM Certified Advocate Appreciation Day (*information forthcoming*)

Questions and Answers

More Questions?

D-SAACP
c/o National Organization for Victim Assistance
510 King Street, Suite 424
Alexandria, VA 22314
Email: dsaacp@trynova.org (emails must come from a .mil address)

Phone: 703-535-6621

Fax: 703-535-5500; Attn: D-SAACP